

### **Minutes of the Meeting of the London Legacy Development Corporation People, Organisation and Culture Committee**

**Date:** Tuesday 5 March 2024  
**Time:** 10.00 am  
**Venue:** LLDC, Small Auditorium, Floor 10, 5 Endeavour Square, Stratford, London E20 1JN/via Teams  
**Present:** Lord Hendy CBE (Chair)  
Simon Blanchflower CBE (online)  
Sukhvinder Kaur Stubbs  
**In Attendance:** Bola Ogundeji, Director of People and Organisational Development  
Rachel Massey, LLDC Board Secretary  
Sue Riley, GLA Secretariat

#### **1 Apologies for Absence**

- 1.1 An apology for absence was received on behalf of Jamie Kerr. Simon Blanchflower CBE was attending the meeting via Teams. The Chief Executive Officer had also given her apologies. The meeting was quorate.

#### **2 Declarations of Interest**

- 2.1 The Chair noted that Members had declared registrable interests in line with the relevant Standing Orders and asked Members to confirm if they had any interests or additional interests to be declared related to matters listed on the agenda other than those already made and included in the register.

There were no additional declarations of interest.

#### **3 Minutes of the Previous Meeting Held on 1 December 2023**

- 3.1 It was agreed that the minutes of the meeting of the Committee held on 1 December 2023 be signed by the Chair as a correct record.

#### **4 Matters Arising and Action List**

- 4.1 The Committee noted the Actions List.

## **5 People Strategy Update**

5.1 The Director for People and Organisational Development presented the updates on progress relating to work within the remit of the Committee.

5.2 The Chair welcomed the report. It was agreed that the Director for People and Organisational Development would write to individual Board Members inviting them to take part in the GLA mentoring scheme, formally or informally, including any one off discussions and support for LLDC staff during the transition phase.

**[Action: Director for People and Organisational Development]**

5.3 Individual Learning Budgets had been devolved to Directorate teams for greater flexibility and local decision making. The Insights Discovery scheme was being used as a leadership management tool for both individuals and teams and to inform future coaching.

5.4 The Director for People and Organisational Development would consider employee representation at future Committee meetings despite the current Employee Forum being temporarily paused during the transition consultation.

**[Action: The Director for People and Organisational Development]**

**5.5 The Committee noted the report and appendices.**

## **6 Transition Update - People and Culture Workstream**

6.1 The Director for People and Organisational Development presented updates on progress of the elements of the change programme relating to the upcoming evolution of LLDC.

**6.2 The Committee noted the report.**

## **7 Diversity, Equity and Inclusion Strategy**

7.1 The Director for People and Organisational Development presented the update on progress made against LLDC's Diversity, Equity and Inclusion Strategy.

7.2 It was noted that the pay gap report was a snapshot of employee data as of 31 March 2023, and did not reflect current staffing or improving trends within the organisation.

7.3 The transition process, which included employees on Fixed Term Contracts, would also impact future pay gap reporting.

7.4 It was important that a clear narrative accompanied the data publication.

7.5 The Committee stressed the importance of transparency through the change management process, particularly in relation to internal appointments. The Executive Management Team were reviewing the Diversity, Equity and Inclusion strategy at an away day in April 2024 and would ensure there were no invisible barriers in place.

- 7.6 It was hoped that the disability pay gap data would be further reduced through improved self-declaration processes, which should be simple and non-bureaucratic.
- 7.7 Members were assured that Diversity, Equity and Inclusion had been built into the strategy of the executive search agency for the upcoming Chair and Chief Executive Officer recruitment.
- 7.8 The Committee noted that best practice would be applied to all appointments, including the most senior, and led by the Mayor's office. The Chair would also monitor this.
- 7.9 The Committee noted the report and appendices.**

## **8 Annual Pay Review for 2024/2025**

- 8.1 The Director for People and Organisational Development presented the update on the pay review.
- 8.2 The Committee noted the report.**

## **9 Chief Executive Performance Against 2023/24 Objectives**

- 9.1 The Director for People and Organisational Development presented the update on the Chief Executive's performance against the overarching objectives for 2023/24.
- 9.2 The Committee noted the update on the performance against the objectives for 2023/24.**

## **10 Chief Executive Objectives for 2024/25**

- 10.1 The Director for People and Organisational Development presented the update on the Chief Executive's objectives for 2024/25.
- 10.2 The Committee noted the report.**

## **11 Any Other business the Chair Considers Urgent**

- 11.1 There was no urgent business.

## **12 Date of Next Meeting**

- 12.1 The Committee noted that the next meeting was due to be held on 11 June 2024 at 10.00am.**

**13 Exclusion of the Press and Public**

- 13.1 It was agreed that the public and press be excluded from the meeting, in accordance with Part 1, paragraphs 1,3 &4 of Schedule 12A to the Local Government Act 1972 (as amended), in order to consider the exempt papers. Each of these papers contained information relating to the financial or business affairs of a person or authority.**

**14 Minutes of the Previous Meeting containing exempt information**

- 14.1 The minutes of the meeting held on 1 December 2023 were approved to be signed by the Chair as a correct record.**

**15 Matters Arising and Action List containing exempt information**

- 15.1 The Committee noted the Actions List containing exempt information.**

**16 People Strategy Update - exempt information relating to item on Part 1**

- 16.1 The Director for People and Organisational Development presented the update on the People Strategy, containing exempt information.**
- 16.2 The Chair welcomed that the Director for People and Organisational Development had adequate resources to implement the Strategy.**
- 16.3 The Committee welcomed the Risk Register, which was aligned with the corporate risk processes and enabled deep dive analysis.**
- 16.4 The Committee noted the appendix.**

**17 Transition Update - People and Culture Workstream- exempt information relating to item on Part 1**

- 17.1 The Director for People and Organisational Development presented the Transition update (People and Culture Workstream) containing exempt information.**
- 17.2 The Director for People and Organisational Development confirmed she would check that employees would be offered the option of a face to face meeting for career transition support.**  
**[Action: The Director for People and Organisational Development].**
- 17.3 The Committee noted the update and agreed the recommendations as set out the report.**

**18 Diversity, Equity and Inclusion Update - containing exempt information relating to item on Part 1**

18.1 The Director for People and Organisational Development presented the appendices containing exempt information related to the Diversity, Equity and Inclusion update.

18.2 It was agreed that a lessons learnt document capturing LLDC's progress and key steps in diversity and inclusion be drafted so these lessons could be embedded into the future organization.

**[Action: Director of People and Organisational Development]**

**18.3 The Committee is asked to note the appendices.**

**19 Annual Pay Review for 2024/25 - exempt information relating to item on Part 1**

19.1 The Director for People and Organisational Development presented the update on the annual staff pay review.

**19.2 The Committee approved the recommendation as set out in the report.**

**20 Chief Executive Officer's Performance Against Objectives 2023/24 - exempt information relating to item on Part 1**

(The Chief Executive Officer left the meeting at this point).

20.1 The Director for People and Organisational Development presented the appendix containing exempt information, in relation to the Chief Executive Officer's performance against her 2023/24 objectives.

**20.2 The Committee noted the appendix and agreed the recommendation as set out in the report.**

**21 Chief Executive's Objectives 2024/25 - exempt information relating to item on Part 1**

21.1 The Director for People and Organisational Development presented the appendix containing exempt information, in relation to the Chief Executive Officer's objectives for 2024/25.

**21.2 The Committee agreed the Chief Executive's 2024/25 objectives as set out in the report, subject to clarification of an objective under Transition.**

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Chair

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Date

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