

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

Date: Tuesday 5 July 2022

Time: 2.00 pm

Venue: LLDC, Small Auditorium 3, 5 Endeavour Square, London E20 1JN/Teams

Present: Sir Peter Hendy CBE (Chair)
Simon Blanchflower CBE
Sukhvinder Kaur-Stubbs (via Teams)
Jamie Kerr

In Attendance: Lyn Garner, Chief Executive Officer
Sarah Perry, Director of People and Organisational Development
Rachel Massey, LLDC Board Secretariat
Layla Conway, Chair of Employee Forum
Sue Riley, GLA Secretariat

1 Apologies for absence

1.1 There were no apologies for absence.

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.

2.2 Simon Blanchflower advised that he had just recently been appointed to the Board of Ebbsfleet Development Corporation.

2.3 The Chief Executive Officer had an interest in relation to the minutes and actions of the discussion of the Committee of 1 March 2022 meeting, relating to the Chief Executive's performance against 2021/22 objectives. She had been sent a redacted version of the minutes and actions and would not take part in the discussion.

3 Minutes of the Previous Meeting Held on 1 March 2022

- 3.1 It was agreed that the minutes of the meeting of the Committee held on 1 March 2022 be signed by the Chair as a correct record.**

4 Matters Arising and Action List

- 4.1** An update was provided on the GLA female leadership programme (Our Time) (Action 5.5). The programme was currently under review following the appointment of the new Assistant Director of People, and Group Head of Talent the GLA, who would be addressing recruitment and retention across the GLA family, including secondments, mentoring and sponsorship programmes.

- 4.2 The Committee noted the Actions List.**

5 People Strategy Update

- 5.1** The Director for People and Organisational Development presented the update on staff and organisational matters.
- 5.2** A new staff recognition scheme was being developed by the Employee Forum. Work was being undertaken to improve transparency and clarity around organisational and staffing changes and promotions, and this would include regular updates in the internal newsletter.
- 5.3** A new Learning and Development specialist had been appointed to review the organisation's learning and development strategy, with a focus on individual career plans and a 'pick and mix' approach for all staff. Management capability would also be targeted as an outcome of staff survey results.
- 5.4** Members were keen that there be a review and report back on actions taken as a result of the staff survey, which would be reported to all staff.
[Action: Director of People and Organisational Development]
- 5.5** The Committee congratulated staff on the successes which formed part of the People Strategy, including the successful office move, focus on health and wellbeing and reaching exemplary in the self- assessment of the Mayor's Diversity Standard.

- 5.6 The Committee noted the report.**

6 Inclusion and Diversity Strategy

- 6.1** The Director for People and Organisational Development presented the update made on progress against LLDC's Inclusion and Diversity Strategy.
- 6.2** There was an increased focus on retention and attraction as well as recruitment, working with the critical friend partner (Diversifying Group), who were reviewing toolkits, training and one to one support. The initial feedback from them had been positive and areas for improvement were being identified. The recent involvement

of Diversifying Group in the recruitment of the Director of Procurement had been positive. Diversifying Group would be attending future Management Employee Forum meetings to raise the profile and visibility of their work with LLDC.

- 6.3 There would be lessons learned from the recent leadership development programmes and recommendations on how to take these forward.
- 6.4 The Committee discussed in detail the Key Performance Indicators and milestones. It was noted that social-economic factors were more complex to monitor and report on. The employment of local people should be kept as a focus for hiring managers, and could also contribute to the Workforce Representation Targets.
- 6.5 New chairs for the Employee Forum and Management Forum had been appointed and had joined the Executive Management Team.
- 6.6 It was noted that many of the milestones had been achieved and as a transitioning organisation, there was no value in adding new milestones, but building on the three Key Performance indicators, ensuring a value and lasting legacy and the sharing of good practice.
- 6.7 It was agreed that a report would be submitted to the next meeting on how the LLDC could maximise the achievements and benefits of the organisation to date in the area of inclusion and diversity before transition and also how best practice could be shared across the GLA family.

[Action: Director of People and Organisational Development]

- 6.8 **The Committee noted the report and its appendices.**

7 Chief Executive's Performance Against 2022/23 Objectives

- 7.1 The Director for People and Organisational Development provided an update on the Chief Executive's performance against objectives.
- 7.2 The Committee noted that good progress had been made against objectives.
- 7.3 **The Committee noted the update.**

8 Any other business the Chair considers urgent

- 8.1 There was no urgent business. The Chair thanked Layla Conway, the outgoing Chair of the Employee Forum for her work chairing the forum and attending Committee meetings.

9 Date of Next Meeting

- 9.1 **The Committee noted that the next meeting was due to be held on 15 November 2022 at 10.00am.**

10 Exclusion of the Press and Public

- 10.1** It was agreed that the public and press be excluded from the meeting, in accordance with Part 1, paragraphs 1&3 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.

11 Minutes of the Previous Meeting Held on 1 March 2022 containing exempt information

- 11.1** It was agreed that the minutes of the meeting of the Committee held on 1 March 2022 containing exempt information be signed by the Chair as a correct record.

12 Matters Arising and Action List containing exempt information

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

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

- 13.1** The Director for People and Organisational Development introduced the People Strategy Update report, containing exempt information.

- 13.2** Localised departmental responses and action plans were being developed in response to the employee engagement survey.

- 13.3** It was agreed that a copy of Appendix 3 would be circulated to all Board Members.
[Action: LLDC Secretariat]

- 13.4** The Committee noted the appendices.

14 Inclusion and Diversity Update - exempt information relating to item on Part 1

- 14.1** The Director for People and Organisational Development introduced the Inclusion and Diversity update containing exempt information.

- 14.2** The Committee noted the appendix.

15 Chief Executive's performance against 2022/23 objectives - exempt information relating to item on Part 1

- 15.1** The Director for People and Organisational Development introduced the report on the Chief Executive's Performance Against 2022/23 Objectives, containing exempt information.

- 15.2** The Committee noted the appendix.

16 Any other business containing exempt information

16.1 There was no urgent business containing exempt information.

17 Close of Meeting

17.1 The meeting closed at 3.10pm.

Chair

Date

Contact Officer: Rachel Massey, LLDC, Floor 9, 5 Endeavour Square, London, E20 1JN. Email: rachelmassey@londonlegacy.co.uk