

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

Date: Tuesday 5 November 2024

Time: 2.00 pm

Venue: LLDC, Small Auditorium 2-3, Floor 10, 5 Endeavour Square, Stratford, London, E20 1JN/Teams

Present: Suzi Kalirai (Chair)
Simon Blanchflower CBE
Sukhvinder Kaur-Stubbs (from item 5)

In Attendance: Shazia Hussain, Chief Executive
Lyn Garner, Interim Executive Director – Transition Projects
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.
- 1.2 The Chair welcomed Shazia Hussain to her first Committee meeting as the new LLDC Chief Executive and to Lyn Garner in her new role as Interim Executive Director – Transition Projects.

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 11 June 2024

- 3.1 It was agreed that the minutes of the meeting of the held on 5 November 2024 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. People Strategy Update

5.1 The Director of People and Organisational Development presented the update on organisational and leadership development work and progress and future activity.

5.2 The Committee congratulated staff on achieving accreditation under the Good Work Standard. As well as reflecting good practice within the organisation it was anticipated it would help with recruitment and retention of employees.

5.3 Progress would continue to be reported via the people dashboard and staff survey results.

5.4 It was agreed that LLDC's new strategic plan should include measurable outcomes, clear goals and an integrated people programme. This would be presented to the Board in April 2025. **[Action: Chief Executive]**

5.5 The Committee noted the report.

[Sukhvinder Kaur Stubbs joined the meeting during this item]

6 Consultants and Interim Engagements - Annual Update

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6.1 The Director of People and Organisational Development presented the annual update on the use of consultants, interim contractors and temporary agency workers.

6.2 Members felt that the organisation had good controls in place over the numbers of consultants and interim workers used and collaborated closely with the GLA as resource procurer.

6.3 It was agreed that in future reports strategic consultants would be separated out from agency/interim workers.

[Action: Director of People and Organisational Development]

6.4 The Committee noted the report.

7 Diversity, Equity and Inclusion Update

- 7.1 The Director of People and Organisational Development presented the update on progress against the Diversity, Equity and Inclusion strategy, action plan, key performance indicators and milestones.
- 7.2 Members recognised that as a small organisation, minor changes in staffing could disproportionately skew the data.
- 7.3 The Committee welcomed the increase in disability declaration rate among staff.
- 7.4 It was agreed that future reporting would include how the organisation was performing against the Public Sector Equality Duty.
[Action: Director of People and Organisational Development]
- 7.5 It was important that the workforce be representative of residents of the local boroughs.
- 7.6 The Committee noted the report and exempt appendices.**

8 Transition Update - People and Culture Workstream

8 Transition Update – People and Culture Workstream

- 8.1 The Director of People and Organisational Development presented the update on progress of the people elements of the change programme.
- 8.2 Staff engagement has been positive. There had been concerns around retention, but there have been few leavers.
- 8.3 The Committee noted the report.**

9. Chief Executive's Handover Plans

- 9.1 The Director of People and Organisational Development presented the update on handover plans to the new Chief Executive and the proposed approach for agreeing the objectives.
- 9.2 The Chair noted that he would like to plan out the next 15 months with the new Chief Executive Officer before setting objectives.
- 9.3 The Committee noted the update and delegated to the Chair to agree the new Chief Executive's objectives for the remainder of 2024/25 and report these to the next Committee.**

10 Chief Executive's Performance Against 2024/25 Objectives

10.1 The Director of People and Organisational Development introduced the update on the Chief Executive's performance against the overarching 2024/25 objectives.

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 next meeting would be scheduled for February 2025. Dates for the remainder of 2025 would also be confirmed in due course.

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 Held on 11 June 2024 containing exempt information

14.1 It was agreed that the minutes of the Committee held on 11 June 2024 containing exempt information be approved as a correct record and signed by the Chair.

15 Matters Arising and Action List containing exempt information

15.1 The Committee noted the Actions List containing exempt information.

16 Consultants and Interim Engagements - Annual Update - exempt information relating to item on Part 1

16.1 The Director of People and Organisational Development presented the annual update on the use of consultants and interim engagements containing exempt information.

16.2 The Chair noted that the use of specialist skills when required was an appropriate use of external resources for the organisation.

16.3 The Committee noted the appendix containing exempt information.

- 17 Diversity, Equity and Inclusion Update – exempt information relating to the item on Part 1**
- 17.1 The Director of People and Organisational Development presented the exempt appendices to the Diversity, Equity and Inclusion update.
- 17.2 The Committee noted the appendices.**
- 18 Transition Update - People and Culture Workstream - exempt information relating to item on Part 1**
- 18 Transition Update – People and Culture Workstream - exempt information relating to the item on Part 1**
- 18.1 The Director of People and Organisational Development presented progress of the people elements of the change programme relating to the upcoming evolution of LLDC, containing exempt information.
- 18.2 A robust handover process was in place and with the retention of some senior staff corporate knowledge was being retained.
- 18.3 The Committee agreed the recommendations as set out in Part 2 of the minutes.**
- 19 Chief Executive Handover Plans - exempt information relating to item on Part 1**
- 19 Chief Executive Handover Plans – exempt information relating to Part 1**
- 19.1 The Director of People and Organisational Development presented further information on the handover and induction plans for the new Chief Executive and further information on Lyn Garner's new role.
- 19.2 Reporting lines and assurance were clarified.
- 19.3 The Committee noted the update on the handover plans to the new LLDC Chief Executive.**
- 20 Chief Executive's Performance Against 2024/25 Objectives - exempt information relating to item on Part 1**
- 20 Chief Executive Performance Against 2024/25 Objectives - exempt information relating to Part 1**
- 20.1 The Director of People and Organisational Development presented the exempt appendix on the Chief Executive's performance against objectives for 2024/25.

20.2 The Committee noted the October 2024 position of the Chief Executive Officer's performance against her 2024/25 objectives.

Chair

Date

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