

Minutes of the Meeting of the London Legacy Development Corporation Chair's Committee

Date: Tuesday 19 March 2019
Time: 12.00 pm
Venue: LLDC, Marketing Suite, Level 10, 1 Stratford Place, Montfichet Road, London, E20 1EJ

Present: Sir Peter Hendy CBE (Chair)
Sonita Alleyne OBE
Simon Blanchflower CBE
Nicky Dunn OBE
Keith Edelman
Philip Lewis

In Attendance: Gerry Murphy, Deputy Chief Executive
Irena Bennett, Senior Resources Manager
Rachel Massey, Board Secretary
Sue Riley, Secretariat

1 Apologies for absence

- 1.1 There were no apologies for absence from Members. Apologies had been received from Lynn Garner, Chief Executive and Andrea Gordon, Director of Human Resources.

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 It was noted that Philip Lewis had recently been appointed as Chair of Smeg UK Ltd.
- 2.3 There were no additional declarations of interest.

3 Minutes of the previous meeting held on 12 February 2019

- 3.1 It was agreed that the minutes of the meeting of the Chair's Committee held on 12 February 2019 be signed by the Chair as a correct record.

4 Matters arising and action list

4.1 The Committee noted the Actions List.

5 Consultant/Interim Staff costs

5.1 The Human Resources Manager presented the update on consultants and interim staff.

5.2 The Committee noted the report.

6 Diversity Standard Update

6.1 The Human Resources Manager presented the update on the Diversity Standard progress.

6.2 Good progress was being made against each element of the GLA's Diversity and Inclusion Standard. A Board champion had been identified and a number of training initiatives, work experience and apprenticeships progressed.

6.3 The Chair reported that at a recent all staff awayday, diversity and inclusion had been discussed in detail, led by the Chief Executive, including practical measures to improve performance in this area. Improvements to diversity and inclusion of the organisation had also been included in the Chief Executive's objectives for 2019/20.

6.4 The aim was to go beyond the GLA scheme and positively and actively engage with the local community.

6.5 The Committee requested a more detailed note on school work placements at the LLDC.
[Action: Head of Human Resources]

**6.6 The Committee noted the report and progress made and requested an update report to the next meeting, to include other activities undertaken including Board training and school work placements.
[Action: Head of Human Resources]**

7 Chief Executive's Performance Against 2018/19 Objectives

7.1 The Human Resources Manager presented the update on the Chief Executive performance against the overarching 2018/19 objectives.

7.2 The Committee noted the update on the performance against the objectives for 2018/19.

8 Chief Executive's Objectives for 2019/20

8.1 The Human Resources Manager introduced the Chief Executive's objectives for 2019/20.

8.2 The Committee agreed the Chief Executive's objectives for 2019/20.

9 Any other business the Chair considers urgent

- 9.1 The Chair notified the meeting that he would be raising an item not listed on the agenda, under Part 2 of the agenda, on staff salaries.

10 Date of Next Meeting

- 10.1 The Committee noted that the next meeting was due to be held on 23 July 2019 at 1.30pm.

11 Exclusion of the press and public

- 11.1 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.

12 Minutes of the previous meeting held on 12 February 2019 containing exempt information

- 12.1 It was agreed that the minutes of the meeting of the Chair's Committee held on 12 February 2019 containing exempt information be signed by the Chair as a correct record, subject to an amendment made at the meeting.

13 Matters Arising and Action List - exempt information relating to the item on Part 1

- 13.1 The Committee noted the Actions List.

14 Consultant/Interim Staff costs - exempt information relating to the item on Part 1

- 14.1 The Senior Human Resources Manager presented the appendix containing exempt information, on the update on consultants and interim staff.

- 14.2 The Committee requested an annual monitoring report on this issue.

[Action: Director of Human Resources]

14.3 The Committee noted the appendix.

15 Chief Executive's Performance Against 2018/19 Objectives - exempt information relating to the item on Part 1

- 15.1 The Senior Human Resources Manager introduced the report, containing exempt information, updating on the Chief Executive Officer's performance against objectives for 2018/19.

15.2 The Committee agreed the annual appraisal outcome based on the outturn, in line with the performance award criteria, as set out in the report.

16 Chief Executive's 2019/20 objective - exempt information relating to the item on Part 1

16.1 The Senior Human Resources Manager introduced the report, containing exempt information, on the Chief Executive's objectives for 2019/20.

16.2 The Committee agreed the objectives.

17 Any Other Urgent Business

17.1 The Chair submitted an urgent item of business for consideration, which needed to be discussed before 1 April 2019.

17.2 The Committee agreed a recommendation regarding a cost of living increase for staff.

18 Close of Meeting

18.1 The meeting closed at 1.30pm.

Chair

Date

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