

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

Date: Tuesday 27 February 2018
Time: 10.30 am
Venue: LLDC meeting rooms 1 and 2, Level 10, 1 Stratford Place, Montfichet Road, London, E20 1EJ

Present: Sir Peter Hendy CBE (Chair)
Nicky Dunn OBE
Keith Edelman
David Gregson
Philip Lewis
Lord Mawson OBE

In Attendance: Lyn Garner, Chief Executive
Andrea Gordon, Director of Human Resources
Charles Ritchie, TfL Legal
Tim Somerville, Mayor's Observer
Rachel Massey, Board Secretary
Sue Riley, GLA Secretariat

1 Apologies for absence

1.1 There were no apologies for absence.

2 Declarations of interest

2.1 The Chairman 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 There were no additional declarations of interest.

3 Minutes of the previous meeting held on 28 November 2017

3.1 It was agreed that the minutes of the meeting held on 28 November 2017 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 of Human Resources presented the People Strategy update.
- 5.2 The GLA had finalised its Equality and Inclusion Standard across the GLA family with data collection at three levels: a base standard; achievement and excellence, to be completed by May 2018. The LLDC was developing a Diversity and Inclusion Form to drive forward changes and an Action Plan on gender and ethnicity pay gap.
- 5.3 A Board Sponsor would be sought, and a clear, organisational written statement on how the LLDC was taking action, as well as the economic, moral and other benefits would be developed.
- 5.4 There had been a high response rate to the staff survey and the results would be benchmarked against other organisations.
- 5.5 A considerable number of staff social events were held regularly to encourage cross organisational working. Project related working was the most effective way of breaking down organisational silos. Continuous communication improvements and project presentations to staff would also help.
- 5.6 Substantial work had been carried out in the area of health and well being and the organisation was applying for a Health and Well Being Excellence Award.
- 5.7 Three external apprentices were being recruited to work in the areas of Communications, Finance and Project Evaluation.
- 5.8 The Committee noted the report and the updates on Diversity and Inclusion, Staff Survey Outcomes and Apprentices/Work Experience.**

6 Chief Executive update and performance against 2017/18 objective

- 6.1 The Board Secretary introduced the paper on the new Chief Executive's objective for the remainder of 2017/18.
- 6.2 The Committee:**
 - (a) noted the update on the Chief Executive appointment;**
 - (b) agreed the Chief Executive's objective for the remainder of 2017/18; and**
 - (c) noted the update on the performance against the overarching objectives for 2017/18 at the end of Quarter 3.**

7 Annual pay review

- 7.1 The Director of Human Resources presented the update on the annual staff pay review.
- 7.2 The Committee noted the report.**
- 8 Member suggestions for future agenda discussions**
- 8.1 There were no suggestions for future agenda items.
- 9 Any other business the Chairman considers urgent**
- 9.1 There was no urgent business.
- 10 Date of next meeting**
- 10.1 The date of the next meeting had yet to be confirmed.
- 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, paragraph 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 28 November 2017 containing exempt information**
- 12.11 It was agreed that the minutes of the meeting of the Chairman's Committee held on 28 November 2017 containing exempt information be signed by the Chair as a correct record.
- 13 Matters arising and action list - exempt information relating to the item on Part 1**
- 13.1 The Actions List was noted.
- 14 People Strategy - exempt information relating to the item on Part 1**
- 14.1 The Director of Human Resources presented the exempt appendix to the People Strategy.
- 14.2 The Committee noted the appendix.**
- 15 Chief Executive update and performance against 2017/18 objective - exempt information relating to the item on Part 1**
- 15.1 The Board Secretary introduced the appendices containing exempt information on the Chief Executive's performance against the overarching objectives for 2017/18

at the end of Quarter 3.

15.2 The Committee noted the update and delegated action to the Chair.

16 Annual pay review - exempt information relating to the item on Part 1

16.1 The Director of Human Resources introduced the report on the Annual Pay Review 2018/19 containing exempt information.

16.2 The Committee agreed the recommendation as set out in the report.

Chairman

Date

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