

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

Date: Tuesday 28 November 2017

Time: 12.00 pm

Venue: LLDC meeting rooms 1 and 2, Level 10, 1 Stratford Place,
Montfichet Road, London, E20 1EJ

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

In Attendance: Andrea Gordon, Head of HR
David Goldstone, CBE, Chief Executive Officer
Tim Somerville, Mayor's Observer
Charles Ritchie, TfL Legal
Rachel Massey, Board Secretary
Sue Riley, Secretariat

1 Apologies for absence

1.1 An apology for absence was received on behalf of Philip Lewis.

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 25 July 2017

3.1 It was agreed that the minutes of the meeting of the meeting held on 25 July 2017 be signed by the Chairman 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. The organisation had recently received accreditation under the Mayor's Healthy Workplace Charter and working towards receiving an Excellence Achievement Level.
- 5.2 A Leadership and Management programme was being developed with a view to launching in March 2018. An APM Project Management Course was being run via MACE as part of an in-house provision.
- 5.3 Further strengthening of the learning and development option for next year was being progressed at both a Directorate level and an individual level, including professional and mandatory training. A nine-box succession planning model was also being developed with the Executive Management Team, tailored to identified individuals.
- 5.4 Based on the results of the staff survey, the Performance Management framework was being reviewed. The results of the staff survey were being assessed and analysed by an external provider so that an in-depth analysis, including gender, band and ethnicity could be included. The staff survey had been based on the themes of the People's Strategy and was therefore able to be compared to previous years in terms of results, but also included the GLA Fairness and Inclusion agenda.

5.5 The Committee noted the report and the progress made.

6 Appointment of Chief Executive Officer

- 6.1 The Director of Human Resources presented the update on the recruitment process for the Chief Executive Officer.
- 6.2 It was confirmed that the Director of HR was an observer only on the Recruitment Panel, to ensure due process. All candidates had been subject to media assessment tests, which highlighted the importance of interaction of the post holder with the media in this role, due to the high profile nature of the projects. Media training would be provided for the successful candidate.
- 6.3 It was reported that Jules Pipe was no longer available for the Interview Panel and had withdrawn.
- 6.4 **The Committee:**
 - (a) noted the recruitment timetable;**
 - (b) delegated authority to the LLDC Chair, Sir Peter Hendy, to shortlist the candidates for interview;**
 - (c) agreed that an interview panel consisting of Peter Hendy, Andrea Gordon,**

Nicky Dunn, and David Bellamy undertake the interviews;

- (d) agreed that the LLDC Chair be granted authority, on the basis of the interview panel's views, formally to recommend a candidate to the Mayor of London for approval and to then formally approve the appointment on behalf of the Legacy Corporation; and**
- (e) noted the interim arrangements being put in place that the current Deputy Chief Executive has been appointed to act as interim Chief Executive until a permanent Chief Executive was in post.**

7 Chief Executive's performance against 2017/18 objectives

- 7.1 The Chair presented the report providing an update on the current Chief Executive's performance against his overarching objectives for 2017/18 in Quarter 2.**

7.2 The Committee noted the report.

8 Member suggestions for future agenda discussions

- 8.1 It was agreed that items on the annual pay award and succession planning would be submitted to the next meeting.**

9 Any other business the Chairman considers urgent

- 9.1 There was no urgent business.**

10 Date of next meeting

- 10.1 The next meeting date 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, 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 28 March 2017 containing exempt information

- 12.1 It was agreed that the minutes of the meeting of the Chairman's Committee held on 25 July 2017 containing exempt information be signed by the Chairman as a correct record.**

13 Matters arising and actions 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's Strategy.

14.2 The Committee noted the appendices.

15 Appointment of Chief Executive Officer- exempt information relating to the item on Part 1

15.1 The Director of Human Resources presented the report.

15.2 The Committee noted the update.

16 Chief Executive's performance against 2017/18 objective - exempt information relating to the item on Part 1

16.1 The Chair introduced the exempt appendices to the Chief Executive's performance objectives for 2017/18.

16.2 The Chief Executive left the meeting for the duration of this item.

16.3 The Committee noted the appendices.

Chairman

Date

Contact Officer: Rachel Massey, LLDC, Level 10, 1 Stratford Place, Montfichet Road, London E20 1EJ, Tel: 020 3288 1829, Email: rachelmassey@londonlegacy.co.uk