

Meeting of the London Legacy Development Corporation Chairman's Committee

Meeting Date: Tuesday 28 April 2015

Time: 2.00 pm

Venue: Meeting Rooms 1-2, LLDC, Level 10, 1 Stratford Place,
Montfichet Road, London E20

Members of the London Legacy Development Corporation Chairman's Committee are hereby notified and requested to attend the meeting of the Chairman's Committee of the Corporation at 2.00 pm on Tuesday 28 April 2015 to transact the business set out below.

This meeting will be open to the public, except for where exempt information is being discussed as noted on the agenda. A guide for the press and public on attending and reporting meetings of local government bodies, including the use of film, photography, social media and other means is available at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf.

Committee Members:

Boris Johnson (Chairman)
Neale Coleman CBE (Deputy Chairman)
Nicky Dunn
Keith Edelman
David Edmonds CBE
Philip Lewis
Lord Andrew Mawson OBE

1 Apologies for Absence

2 Declarations of Interest

Members are reminded that any interests in a matter under discussion must be declared at the start of the meeting, or at the commencement of the item of business.

3 Minutes of the previous meeting held on 4 February 2015 (Pages 1 - 4)

The Committee is asked to agree the minutes of the meeting held on 4 February 2015.

4 Matters Arising and Action List (Pages 5 - 6)

The Committee is asked to note the actions arising from previous meetings.

5 Chief Executive Officer's Performance 2014/15 (Pages 7 - 8)

The Committee is asked to note the report which provides an update on the outturn of the Chief Executive Officer's performance against his objectives for 2014/15.

6 Any Other Business the Chairman Considers Urgent

The Chair will state the reason for urgency of any item taken.

7 Date of Next Meeting: To be confirmed

8 Exclusion of the Press and Public

The Committee is recommended to agree to exclude the public and press from the meeting, in accordance with Part 1, paragraphs 2 and 3 of Schedule 12A of the Local Government Act 1972 (as amended), in order to consider the following items of business.

9 Minutes of the Previous Meeting held on 4 February 2015 containing exempt information (Pages 9 - 10)

The Committee is asked to agree the minutes of the meeting held on 4 February 2015 that contain exempt information.

10 Matters Arising and Actions List Containing Exempt Information (Pages 11 - 12)

The Committee is asked to note the actions arising from the previous meeting.

11 Chief Executive Officer's Performance - Exempt Information Relating to the Item on Part 1 (Pages 13 - 16)

The Committee is asked to approve the recommendations in the report containing exempt information on the outturn of the Chief Executive Officer's performance against the objectives for 2014/15.



MINUTES

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

Date: Wednesday 4 February 2015

Time: 10.00 am

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

Present: Neale Coleman CBE (Deputy Chairman, in the chair)
Nicky Dunn
David Edmonds CBE
Philip Lewis
Lord Mawson OBE

In Attendance: David Goldstone, Chief Executive
Sally Hopper, Head of Human Resources
Michelle Reeves, Mayor's Observer to LLDC Committees, GLA
Rachel Massey, Secretariat
Sue Riley, Secretariat Officer

1 Apologies for Absence

- 1.1 Apologies for absence were received on behalf of the Mayor of London, as Chairman of the Legacy Corporation Board, and Keith Edelman.

2 Declarations of Interest

- 2.1 The Deputy 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 2 December 2014

- 3.1 It was agreed that the minutes of the meeting held on 2 December 2014 be signed by the Deputy Chairman as a correct record.

4 Matters Arising and Action List

- 4.1 The Committee noted the Actions List.

5 Chief Executive's Objectives

- 5.1 The Chief Executive introduced the report setting out his objectives for the financial year 2015/16. The draft presented followed the format used in previous years.
- 5.2 Members were advised that the report represented a work in progress that required further amendments. Keith Edelman, who was unable to attend the meeting, had submitted a number of comments directly to the Chief Executive, including in relation to the need for more specific targets and objectives on the Stadium and naming rights. He had also suggested that there should be further reference to financial processes, but it was agreed that these were already adequately dealt with within the proposed objectives.
- 5.3 The Committee agreed that references to internal dependencies be removed from the document, along with references to external factors which would instead be included in a summary at the start or end of the document.
- 5.4 The Deputy Chairman requested that key milestones to the school developments be included in a re-drafted version as well as reference to the ArcelorMittal Orbit under Section 4.
- 5.5 It was agreed that key, high-level milestones, particularly in relation to the delivery of Olympicopolis, should be included with quarterly updates submitted to this Committee. **[Action: Chief Executive]**
- 5.6 Members felt there was a lack of clarity of purpose of the document, which was perceived more as a tool for the Executive Management Team than a list of strategic objectives for the Chief Executive.
- 5.7 **Subject to the inclusion of comments and suggestions made by the Committee, it was agreed that a revised version of the Chief Executive's Objectives would be delegated to the Deputy Chairman for approval, following consultation with Committee Members.**

6 Cultural and Higher Education Quarter (Olympicopolis) Resourcing Update

- 6.1 The Chief Executive presented the report providing an update on the resourcing work underway to support the delivery of the cultural and higher education quarter (Olympicopolis).
- 6.2 **The Committee noted the report.**

7 Annual Remuneration Review

- 7.1 The Head of Human Resources presented the report providing an update on the annual staff salary review.
- 7.2 **The Committee noted the report.**

8 Any Other Business the Chairman Considers Urgent

8.1 There was no urgent business.

9 Date of Next Meeting

9.1 The Committee noted that the next meeting was due to be held on 21 April 2015 at 10.00am. Subsequent to the meeting, the date was changed to 28 April at 2pm.

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, 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.

11 Minutes of the Previous Meeting Held on 2 December 2014 containing exempt information

11.1 It was agreed that the minutes of the meeting of the Chairman's Committee held on 2 December 2014 containing exempt information be signed by the Deputy Chairman as a correct record.

12 Cultural and Higher Education Quarter (Olympicopolis) Resourcing Update - Exempt Information Relating to the Item on Part 1

12.1 The Chief Executive provided the Committee with further information containing exempt information related to the resourcing requirements for the successful development of a cultural and higher education quarter known as Olympicopolis.

12.2 The Chief Executive welcomed the successful work carried out so far by the Legacy Corporation team responsible for this area, and the complexity in successfully managing the external partners, including University College London, Victoria & Albert Museum and Sadler's Wells. Considerable progress had been made and key milestones delivered.

12.3 A further report would be submitted to a meeting of the Investment Committee in May 2015 with detailed costings of the resourcing plan for Olympicopolis.

12.4 The Committee:

a) noted the paper and the Legacy Corporation's proposals for the new resources required by the organisation for the effective delivery of Olympicopolis; and

b) agreed the recommendations set out in the Part 2 report.

13 Annual Remuneration Review - Exempt Information Relating to the Item on Part 1

13.1 The Head of Human Resources presented the update on the annual staff salary review.

13.2 The proposed staff salary review was based on a comparable increase being awarded to GLA staff and in line with other public sector bodies.

13.3 The Committee approved the recommendation that the pay table be uplifted by one per cent.

14 Close of Meeting

14.1 The meeting closed at 11.10 am.

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

Chairman's Committee Actions List (reported to the meeting on 28 April 2015)

Actions from the Last Meeting

Minute No.	Item/Description	Action By	Target Date	Status/note
5.5	Chief Executive's Objectives Submit quarterly updates to the Committee on progress against key, high-level milestones, particularly in relation to the delivery of Olympicopolis.	David Goldstone	July 2015	Will be largely addressed by the new quarterly performance report for Board (first report following the end of Q1 2015/16) and further updates will be provided to the Committee.

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Subject: Chief Executive's performance against 2014/15 objectives
Meeting date: 28 April 2015
Report to: Chairman's Committee
Report of: Neale Coleman, Deputy Chairman

This report will be considered in public

1. SUMMARY

- 1.1. This report gives the outturn position of the objectives for the Chief Executive for the period October 2014 – March 2015 (this reflects the position that the Chief Executive did not take up his role until 1 October 2014). These objectives were set by the Chairman's Committee in February 2014.
- 1.2. A report is included on Part 2 of the agenda, which contains exempt supplemental information. The information is exempt by virtue of paragraphs 2 and 3 of Schedule 12A in that it contains information relating an individual or to the financial or business affairs of the London Legacy Development Corporation (LLDC).

2. RECOMMENDATIONS

- 2.1. The Committee is asked to note the outcome and agree the recommendations in relation to these objectives in the report on Part 2 of the agenda.

3. BACKGROUND

- 3.1. The objectives were drafted to reflect the organisational aims and key deliverables set out in the emerging Organisational Strategy which is based on the Ten Year Plan.
- 3.2. The objectives form the basis on which the Chief Executive's performance has been reviewed for the period October 2014 – March 2015.

4. OUTCOME

- 4.1. The Chief Executive has successfully met or exceeded all the objectives set for this period.

5. LEGAL IMPLICATIONS

- 5.1. The Chairman's Committee's terms of reference state that "The Committee will take decisions in accordance with the Scheme of Delegations". The setting of the Chief Executive's objectives is one of the decisions reserved to the Chairman's Committee under the Scheme of Delegations.

6. LIST OF APPENDICES TO THIS REPORT

6.1. None.

List of Background Papers

Paper for the meeting of the Chairman's Committee on 27 February 2014
(Item 6 - Chief Executive's Objectives)

Ten Year Plan (approved 30 April 2014)

Report originator(s):

Sally Hopper

Telephone:

020 3288 8893

Email:

sallyhopper@londonlegacy.co.uk