

Date: 29 February 2024

Item: **Matters Arising, Actions List and Use of Delegated Authority**

This paper will be considered in public

1 Summary

- 1.1 This paper provides information on any use of Chair's Action and the progress against actions agreed at previous meetings (Appendix 1).
- 1.2 There have been two uses of Chair's Action since the last meeting of the Committee on 9 November 2023, both in relation to the approval of salaries of £100,000 or more (as set out in Appendix 2).

2 Recommendation

- 2.1 **The Committee is asked to note the updated Actions List and the uses of Chair's Action.**

3 Use of Delegated Authority

Salaries of £100,000 or more

- 3.1 The Terms of Reference for the Committee require it to approve salaries of £100,000 or more and forms part of TfL's overall governance of pay at Senior levels. TfL has experienced high turnover of senior staff over recent months and requests include replacements for those that have left or are leaving.
- 3.2 Requests have also been made following changes to role under TfL's change programme. These include circumstances where individuals have increased accountability and scope following merging of roles and activity.
- 3.3 Other requests include extensions to existing contracts of highly skilled or technical staff where not retaining this resource would have a significant detrimental impact on TfL's ability to achieve its financial or operational deliverables.
- 3.4 Requests relating to Places for London are self-funding.
- 3.5 A business case justification was provided to the Committee for each role. Following consultation with members of the Committee, the Chair approved salaries of £100,000 or more for the roles set out in Appendix 2.

4 Actions List

4.1 Appendix 1 sets out the progress against actions agreed at previous meetings.

List of appendices to this report:

Appendix 1: Actions List

Appendix 2: Use of Chair's Action to approve salaries of £100,000 or more

List of Background Papers:

Minutes of previous meetings of the Committee

Chair's Action papers issued on 23 November and 15 December 2023.

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Appendix 1

Remuneration Committee Actions List (reported to the meeting on 29 February 2024)

Actions arising from the meeting held on 9 November 2023

Minute No.	Description	Action By	Target Date	Status note
27/11/26 (1)	Resourcing at TfL: Succession Planning Members would be provided with an update on succession planning at a future meeting, which would include details of skills shortages, hard to fill roles and the work to improve representation across TfL.	Fiona Brunskill	June 2024	On forward plan.
27/11/26 (2)	Resourcing at TfL: Technology and Data Succession Plan Technology and Data would have its own strategic workforce plan, due to the challenges in filling specialist roles due to market rates, and this would be submitted to a future meeting.	Fiona Brunskill	June 2024	On forward plan.
27/11/26 (3)	Resourcing at TfL: Reward Strategy Members would receive an update on TfL's Reward Strategy at a future meeting.	Fiona Brunskill	February 2024	Completed. An Approach to Award paper is on the agenda for this meeting.

Actions from previous meetings

Minute No.	Description	Action By	Target Date	Status note
05/03/23	TfL Remuneration: Total reward framework Considerable work was underway to review the total reward framework to create a fairer system with job families established against external benchmarking. Progress on this work would be reported to the Committee.	Fiona Brunskill	February 2024	Completed. An Approach to Award paper is on the agenda for this meeting. (See 26/11/24 (3) above).

Appendix 2

Use of Chair's Action to approve salaries of £100,000 or more

This includes changes for recruitment to existing roles or where the responsibilities of the role have changed.

The information contained in the papers remain not for publication to the public or press by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972 in that it contains information relating to the financial affairs of TfL.

Request 23 November, approved 27 November 2023

- 1) Chief of Staff to Commissioner;
- 2) Chief of Staff to Chief Officer (Capital);
- 3) Chief of Staff to Chief Officer (Operating);
- 4) Chief of Staff to Chief Officer (Customer & Strategy);
- 5) Chief of Staff to Chief Officer (Finance); and
- 6) Chief of Staff to Chief Officer (People).

Request 15 December, approved 16 December 2023

- 7) Director of Diversity and Inclusion.