

Date: 24 February 2025

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 delegated authority or Chair's Action by the Committee. It also provides an update on the progress against actions agreed at previous meetings (as set out in Appendix 1).
- 1.2 Since the last meeting of the Committee, on 20 November 2024, there has been one use of Chair's Action 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 use of Chair's Action.**

3 Use of Delegated Authority

Salaries of £100,000 or more

- 3.1 The Terms of Reference for the Committee (and the former Remuneration 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 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. Twice a year, the Committee receives a paper that sets out details of the pay outcomes against the approved range agreed by Chair's Action.

4 Actions List

- 4.1 Appendix 1 sets out the progress against actions agreed at previous meetings of the former Remuneration Committee and those from the former Safety, Sustainability and Human Resources Panel that now fall within the remit of this Committee.

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 paper to approve salaries of £100,000 or more, issued on 29 November 2024 (exempt from publication)

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Appendix 1

People and Remuneration Committee Actions List (reported to the meeting on 24 February 2025)

Actions from the meeting held on 20 November 2024

Minute No.	Description	Action By	Target Date	Status note
06/11/24	Action on Inclusion – 12 months on: Disability Awareness Training New disability awareness training had also been introduced and the links would be shared with Members.	Fiona Brunskill / Secretariat	December 2024	Completed. Links to the training were sent to all Members of the Board.
09/11/24	£100,000 or more Process and Pay Outcomes of £100,000 or more Approvals: Process Review The Chair and Chief People Officer would discuss the criteria for what was submitted to the Committee and the reporting mechanisms to ensure Board oversight, ahead of a further discussion at a future meeting.	Fiona Brunskill	June 2025	An item is included on the forward pan for the next meeting of the Committee scheduled for 24 June 2025.
11/11/24	Risk and Assurance Report Quarter 2 2024/25: ER02 Staff-related Fraud Members discussed the governance and processes in place to investigate allegations of staff-related fraud. Work was underway to streamline the investigation processes and further information on this would be provided in future reports.	Lorraine Humphrey	June 2025	Work to streamline the process is ongoing and an update will be provided at the next meeting of the Committee scheduled for 24 June 2025.

Actions from meetings of the former Remuneration Committee

Minute No.	Description	Action By	Target Date	Status note
27/11/23 (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	February 2025	Completed. This is included on the agenda for this meeting under the Strategic Workforce Plan item.
27/11/23 (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	November 2025	A paper summarising the outputs of the directorate level Strategic Workforce Plans will be submitted to a future meeting.

Actions from the previous meeting of the Safety, Sustainability and Human Resources Panel, that now fall within the remit of this Committee

Minute No.	Description	Action By	Target Date	Status note
40/09/24	Enterprise Risk Update - Attraction, Retention, Wellbeing and Health of our Employees (ER02) The People and Remuneration Committee would receive an update on the progress of the Strategic Workforce Plan at a future meeting.	Fiona Brunskill	February 2025	Completed. A paper on TfL's Approach to Strategic Workforce Planning is included on the agenda for this meeting.

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 29 November, approved 2 December 2024

- (1) Head of Employee Relations;
- (2) Head of Payment Contracts and Agreements; and
- (3) Signals Technical Delivery Manager.