People and Culture Committee

Friday 11 November 2022, 2.00pm – 3.45pm

Minutes

Present Members:
Miss Donna Dalrymple (Chair); Mr Felipe Fouto; Professor Jennifer Hudson; Ms Fiona Naughton; Professor Martin Oliver; Professor Geraint Rees; Mr Andy Smith; Professor Anthony Smith; Dr Jolene Skordis; Ms Tania Trosini; Dr Kathryn Walsh; Mr Martin Wedlake; Professor Steve Wilson

Apologies:
Mrs Sharron Alexander; Professor Kathleen Armour; Ms Beth Beasant; Ms Georgina Cade; Mr Paul Clark; Ms Sara Collins; Professor Adam Dennett; Ms Rebecca Edwards; Dr Tim Beasley-Murray; Ms Andie Bennett; Professor Peter Fonagy; Mrs Meu3eE -1.25 Td [(M)7 Ms Katie Greenall; Ms Lorraine Murdoch;

(Secretary)

Part I: Preliminary Business

3 July2022. There were

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a. The committee was asked to approve the recommendations, the updates to the survey design, reporting and continue reviewing plans and pulse survey data at future committee meetings.

6.2. The following points were raised in discussion:
a.

managers will be published on 14 November 2022 and the application process will open on 28 November 2022 on InsideUCL.

c. Heads of Departments will review all applications to the scheme, deans and VPs will then make final decisions.
d. It was asked whether it will be possible to refuse applications. It was advised that more guidance will become available in the next week. Line managers will be able to raise concerns to the head of department which will be considered in the review process.
e. Concerns were raised regarding staff on secondments and how the process would work for them. It was confirmed the individual would still be able to apply to leave their substantive post and then their secondment post would also be left too.
f. It was raised whether there would be a delay with the pension calculations. Pension calculations were confirmed to be taking approximately four weeks. It is advised that pension calculations are submitted by mid-December to ensure it comes back before the application deadline so applicants can make a decision based on the full information.

8.3 People and Culture Committee requested that an update is brought to the committee regarding the scheme in March 2023.

9. HR Reporting to People and Culture Committee

9.1. Miss Donna Dalrymple, Chief People Officer (Chair) provided an update on HR reporting to the committee. The following points were made during the presentation:

a. The committee will now receive regularly termly reports on appraisal and future of work metrics.
b. The committee was asked if there were any other data reports which should be included for the committee.
c. It was asked whether annual leave purchase data could be brought to the next meeting. It was agreed this could be an annual update.

9.2. The update was provided to the committee and the committee approved regular data reports to be included with the agenda and papers for upcoming meetings.

Hannah Swallow
November 2022