



## **HUMAN RESOURCES POLICY COMMITTEE**

**Wednesday 28 November 2018 from 11.00 a.m. to 12.00 noon  
in the South Wing G12 Council Room**

### **MINUTES**

*Present:*

Professor Michael Arthur (Chair)  
Ms Wendy Appleby  
Dame Nicola Brewer  
Professor Stella Bruzzi  
Mr Simon Cane  
Dr Celia Caulcott  
Dr Mike Cope  
Professor Piet Eeckhout  
Professor Mark Emberton  
Professor Becky Francis  
Ms Francesca Fryer  
Mr Phil Harding  
Mrs Lori Houlihan  
Mr Rex Knight  
Professor David Lomas  
Ms Collette Lux  
Professor Ivan Parkin  
Professor Alan Penn  
Professor Geraint Rees  
Professor Sasha Roseneil  
Mr Tom Rowson  
Ms Fiona Ryland  
Professor Alan Thompson  
Professor Nigel Titchener-Hooker

Apologies for absence were received from Dr Paul Ayris, Professor Graham Hart, Professor David Price, and Professor Anthony Smith.

In attendance: Mr Geoff Lang, Director, HR Strategy and Planning; Dr Marguerite Nolan, Committee Secretary; Mr Mark Rice, Head of Reward Policy, HR Strategy and Planning; and Mr Peter Warwick, Director of Employee Relations.

## PRELIMINARY FORMAL BUSINESS

### 1. Constitution, Membership and Terms of Reference of the HRPC for 2018-19 HRPC 1-1 (18-19)

- 1.1 **Received:** The Committee received and noted the Constitution, Membership and Terms of Reference of the HRPC for 2018-19.

### 2. Minutes of the meeting of the HRPC held on 11 July 2018

- 2.1 **Approved:** The Committee approved the Minutes of the last meeting of the Human Resources Policy Committee (HRPC) held on 11 July 2018.

### 3. Matters arising from the Minutes

- 3.1 **Athena SWAN Silver Application:** At its meeting on 7 November 2018, the Senior Management Team (SMT) considered a paper on the Athena SWAN Silver Application. The application had been updated to take account of the feedback received from the SMT.
- 3.2 **Professorial Banding Criteria:** At its meeting on 14 November 2018, Academic Board had considered the Professorial Banding Criteria. It was intended that the consultation period would be extended. Revised proposals would be brought back to Academic Board in due course.

## ITEMS FOR DISCUSSION

### 4. HR Strategy Update HRPC 1-2 (18-19)

- 4.1 **Considered:** The Committee considered the report on the HR Strategy at HRPC 1-2 (18-19). This provided an update on action taken to date on the HR Strategy since the last HRPC meeting on 11 July 2018.
- 4.2 The Executive Director of HR gave feedback on the developments since the last update as included in the report. The Committee discussed the length of time that it took to get jobs advertised at UCL and it was noted that this had now improved.
- 4.3 **Resolved:** The Committee noted the HR Strategy update at HRPC 1-2 (18-19).

### 5. Housing Loan Update HRPC 1-3 (18-19)

- 5.1 **Considered:** The Committee considered the update on proposed changes to provision for staff relocating to work for UCL at HRPC 1-3 (18-19). This paper provided an update on UCL's progress in reinstating provision for offering house loans to certain categories of its staff and included recommendations for approval by the Committee.
- 5.2 The Head of Reward Policy briefed the HRPC on the recommendations set out in the report and on the new legal advice that had been received from the QC who UCL had engaged to consider the issues relating to this proposal. Members were very supportive of the recommendations included in the paper as a positive way forward. The Committee expressed its thanks to the Head of Reward Policy for the work he had done in preparing this paper.
- 5.3 **Resolved:** The Committee noted the paper and approved the short term and medium term recommendations included in paragraphs 18 to 23 inclusive at HRPC 1-3 (18-19).

## 6. London Living Wage

HRPC 1-4 (18-19)

- 6.1 **Considered:** The Committee considered a proposed revision to the UCL salary scale in light of the recent announcement of an increased London Living Wage (LLW) as set out at HRPC 1-4 (18-19).
- 6.2 **Resolved:** The Committee approved the proposed reform of UCL's grading structure to ensure that UCL continued to pay all employees above the LLW at HRPC 1-4 (18-19).

## 7. Staff Survey Action Plans

HRPC 1-5 (18-19)

- 7.1 **Considered:** The Committee considered the 2017 Staff Survey Action Plans at HRPC 1-5 (18-19). This report outlined progress against the action plans from the November 2017 Staff Engagement Survey. The Committee was being asked to note progress to date and for members of HRPC to ensure that all action plans for their areas were up to date.
- 7.2 The HRPC discussed the appropriate content and format concerning the Staff Survey Action Plans for publication on the HR Web pages. It was recommended that some general highlights of the Staff Survey Action Plans should be made available on the HR Web pages.
- 7.3 **Resolved:** The Committee noted the progress to date of the Staff Survey Action Plans as included in the report. Members of the HRPC were asked to ensure that all action plans for their areas were up to date.

## OTHER BUSINESS FOR APPROVAL OR INFORMATION

### 8. Dates of future meetings in 2018-19

- 8.1 **Noted:** That meetings of the HRPC would be held on the following dates in the spring and summer terms 2018-19:
- 3 April 2019 at 10.00 a.m.  
10 July 2019 at 10.00 a.m.

### 9. Any other business

- 9.1 There was no other business discussed.