



## JOINT CONSULTATIVE NEGOTIATING COMMITTEE

Monday 20<sup>th</sup> September 2021

### Summary Minutes

#### PRESENT:

Fiona Ryland (FR)	Vice President (Operations) (Chair)
Matthew Blain (MB)	Chief People Officer
Lorren Rea (LR)	Head of Employment Policy
Laura Tomson (LT)	HR Employment Policy Manager (note-taker)
Louiza Charalambous (LC)	Administrative Support Worker (note-taker)
Joyce Bill (JB)	Interim Chief Financial Officer
Ian Dancy (ID)	Executive Director (Estates Operations)
Mark Rice (MR)	Head of Reward and Pensions

#### UNISON:

Jo Tapper (JT)	Joint Branch Secretary and Joint H&S Officer
Jaqueline Sheehan (JS)	Joint Branch Secretary & Disabled Members' Officer
Sam Ferman (SF)	Area Organiser

#### UNITE:

David Ladd (DL)	Branch Secretary
Andy Murray (AM)	Regional Officer

#### UCU:

Sean Wallis (SW)	President
Tony Brown (TB)	Secretary
Andy Young (AY)	Regional Officer

## **Items for Discussion**

### **1. FINANCE UPDATE**

A financial update was given.

### **2. FACILITY TIME RECORDING**

Management had a meeting with Unite and Unison to discuss the new system for collating information on how much time TU reps have spent on facility time each month and an agreement was reached. A meeting has been set up with UCU to discuss this new system.

## **UNION ITEMS:**

### **3. ISD RESTRUCTURE**

There was a discussion about when notice of redundancy should be issued in relation to organisational change processes.

### **4. WORKLOAD MONITORING AND MANAGEMENT**

UCU reported that they have received many concerns from staff about excessive workload and managers are unsure about which guidance or models to follow in these instances.

Management confirmed that a working group involving Deans, academics and the TUs has been set up to discuss workload principles.

### **5. VIDEO RECORDING POLICY**

There was insufficient time to discuss this.

### **6. HEALTH AND SAFETY COMMITTEE MEETING NOTES - *circulated for information***

- UCU H&S policy questions

UCU asked questions about mask wearing, class sizes and quotas on room capacity, availability of lateral flow tests and the testing centre, vulnerable staff and the pilot scheme where staff are asked to work 40% of their time on campus.

Management confirmed that UCL is mandating the use of face coverings in all indoors areas, which goes beyond what most organisations and universities are doing. Masks will be provided around campus, lateral flow tests will be handed out through Student Support and Wellbeing and a new smaller testing centre has been set up in the Student Centre. Classes of over 35 will be viewed as a large lecture and will be online. A Daily Huddle has been set up in the Operations team in order to respond to any issues on campus. Vulnerable staff can undertake a Health Risk Assessment and the 40% working on campus pilot scheme will be reviewed.

### **7. ANY OTHER BUSINESS**

- Global Mobility Policy - update from Mark Rice

Mark Rice was in attendance to announce the launch of the Global Mobility Policy, but time ran out.

- Future meetings

UCU suggested that the next meeting be moved to November and another meeting should occur after the H&S meeting.

**8. DATE OF NEXT MEETING:**

*TBC due to request to move the meeting forward to November.*