



**JOINT CONSULTATIVE NEGOTIATING COMMITTEE**

**Wednesday 9<sup>th</sup> June 2021**

**Summary Minutes**

**PRESENT:**

Fiona Ryland (FR)	Vice President (Operations) (Chair)
Matthew Blain (MB)	Executive Director of Human Resources
Ian Dancy (ID)	Executive Director of Operations
Leonie Malvo (LM)	Interim Head of HR, SLASH and VP Ed.
Stuart McLellan (SM)	Head of HR, Professional Services, IoE, VP En. VP I.
Chloe Milano (CM)	Director of Employee Relations, Policy and Planning
Lorren Rea (LR)	Head of Employment Policy
Claire Rowlinson (CR)	Head of HR, BEAMS and VP Research
Laura Tomson (LT)	HR Employment Policy Manager (note-taker)

**UNISON:**

Jacqueline Sheehan (JS)	Joint Branch Secretary
Jo Tapper (JT)	H&S Workplace Representative & Women's Officer

**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

## **1. MATTERS ARISING FROM THE MINUTES FROM 23 APRIL 2021 MEETING**

- 1.1 Concerns regarding the group of staff in the Institute of Education who are moving to Bath Spa University under TUPE were addressed.
- 1.2 TUs were advised that UCL would not provide a 4<sup>th</sup> category of redeployee status for those affected by TUPE. This is because many contracts include an anti-sabotage clause, and it could affect UCL's ability to compete for contracts in the future. However, affected staff may apply for any vacancies advertised in UCL, ahead of the transfer.
- 1.3 Previous Terms of Reference (2013) and current draft Recognition Agreement had been circulated for comments.
- 1.4 After the July JCNC, future meetings will be held in September, December, March and June. A monthly sub-committee will be held to talk about policies and procedural updates.

## **2. TERMS OF REFERENCE AND RECOGNITION AGREEMENT**

It was agreed that another meeting would be arranged to discuss the JCNC Terms of reference and TU Recognition Agreement.

## **3. AN UPDATE ON THE ISD RESTRUCTURE**

An update was provided on the ISD organisational change.

## **4. SPREADSHEET AND PROCEDURE FOR UNION REPS TAKING TIME OFF FOR DUTIES AND ACTIVITIES**

The TUs are asked to notify UCL when someone becomes a TU Representative and record on a monthly basis, time spent on Trade Union Duties and activities.

## **4. PILOT OF AN INTERNAL RECRUITMENT SCHEME**

UCL will pilot for 9 months, internal recruitment for Professional Services jobs. This should open up development opportunities for our staff. Jobs will go to redeployees for a week, then jobs go on the UCL site for a couple of weeks. If nobody is appointed internally, jobs would be advertised externally. The TUs were supportive of this approach.

## **5. DISCLOSURE OF CRIMINAL CHARGES AND CONVICTIONS**

There was a brief discussion about the process for disclosure of criminal convictions and what staff should be required to disclose.

## **6. UPDATE ON STAFF RETURN PLANNING**

An update was provided regarding how UCL is planning for more staff to return to working on campus.

**7. UPDATE ON ITE TRANSFER**

An update was provided on this TUPE transfer.

**8. UPDATE ON TEACHING CONCORDAT**

The issuance of new contracts is progressing well and nearly complete. It was agreed further work was required to ensure staff understood how scholarship time should be accounted for within the working hours.