

Minutes of the Meeting of the Human Resources Committee
held at 4pm on Tuesday, 22 October 2013
in Room 1B27, Technopark, London Road, London SE1

Present

Anne Montgomery	Chair
Steve Balmont	
Mee Ling Ng	

In attendance

Katie Boyce	Director of Human Resources
Prof Phil Cardew	Pro Vice Chancellor (Academic)
Ian Mehrtens	Executive Director of Corporate Services
Vongai Nyahunzvi	Deputy Director of Staff and Organisational Development
James Stevenson	University Secretary and Clerk to the Board of Governors
Michael Broadway	Governance Officer

Welcome and Apologies

1. Apologies had been received from Professor Martin Earwicker, Professor Jon Warwick and Richard Flatman.

Declarations of Interest

2. No member declared an interest in any of the items on the agenda.

Minutes of the meeting held on 28 February 2013

3. The minutes of the meeting held on 8 July 2013 were approved (paper **HR.14(13)**). The minutes were approved for publication with the proposed redactions plus the last sentence of minute 6.

Matters Arising

4. There were no matters arising not covered elsewhere on the agenda.

HR Implications of the Corporate Plan

5. The committee discussed an update on the HR implications of the Corporate Plan (paper **HR.15(13)**). Under national arrangements members of UCU and UNISON had agreed to strike on 31 October 2013. It was anticipated that the impact on students and the university would be minimal.

6. It was reported that the HR Department had undertaken a review of the way consultation on redundancy was handled and a further update would be provided to the committee at their next meeting.
7. The committee discussed in detail the Organisational Development Strategy. The Strategy was intended to help drive cultural change and improve performance across the University. It sets six strategic objectives covering leadership and management; organisational culture, systems and processes; employee engagement; equality, diversity and inclusion; performance enhancement; and strategic workforce planning and realignment. The committee requested a progress report at the next meeting which include quantifiable outcomes.
8. The committee noted the HR Department business plan.

Performance Management Update

9. The committee discussed an update on performance management (paper **HR.16(13)**). A performance management steering group had been established to deal with the challenge from the employee engagement survey on improving how poor performance is dealt with. An update would be provided at the next meeting.

Employee Engagement Survey Update

10. The committee noted an update on actions following the 2013 employee engagement survey (paper **HR.17(13)**). It was noted that 90% of departments had responded with action plans. Feedback would be given to staff on actions taken from the survey.

Equality Act 2010 Assurance Update

11. The committee discussed an update on compliance with the public sector equality duty under the Equality Act 2010 for both staff and students (paper **HR.18(13)**). The committee noted data in relation to the protected characteristics, including: 48% of students were BME, 43% white; and 28% of staff were BME and 68% white. The committee noted the update and recommended the Equality, Diversity and Inclusion policy to the Board for approval.
12. It was noted that the paper on student data would be considered by the Educational Character Committee at its meeting of 4 December 2013.

13. At its next meeting, the committee would participate in a pilot of the facilitated equality and diversity workshop prior to the Board.

HR Committee terms of reference

14. The committee noted its terms of reference and membership for the year (paper **HR.19(13)**).

Any other business

15. A governor requested the Executive to review using the low bond rate to hedge pension scheme exposure.
16. The committee noted that a conference organised by LSBU on “Rethinking change in the Higher Education” sector was taking place on 4th November 2013.

Date of next meeting

17. The date of the next meeting was confirmed as Tuesday 4th February 2014 at 4pm plus the workshop.
Secretary’s Note: this meeting was subsequently rearranged to Monday 24th February 2014

Confirmed as a correct record:

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Chair