

UCU Executive Committee, 4 April 2016, AG02, 1300-1430
Minutes (status draft)

Attendance

Member	01/09/15	06/10/15	03/11/15	01/12/15	05/01/16	02/02/16	01/03/16	05/04/16
Keith Simpson (KS)	P	P	P	P	P	P	A	P
Chris Flood (CF)	P	P	P	P	P	P	P	A
Rebecca Lewis (RL)	A	P	P	P	A	P	P	P
Morris Pamplin (MP)	P	P	P	P	P	P	P	P
Greg Wellington (GW)	P	P	P	A		P	P	P
John Saunders (JS)	P	A	P	A	A	A		
Chantal Hill (CH)	A	P	A	A	P	A	A	P
Martin Chivers (MC)	A	A	P	P	P	P	P	P
Grietje Baars (GB)	P							
Rachel Cohen (RC)	P	A	P	A	P	P	P	A
Alison Macfarlane (AM)	A	P	P	P	P	P	P	A
Leon Cuthbertson (LC)	P	A	P	P	P	P	P	P
Hayley McBain (HM)	A	P	P	A		A	A	A
Swetha Bobba (SB)	A		A					

1 Apologies

Apologies received from RC, HM, AM.

2 Minutes of last meeting

Item 2: Laura Melville is drafting a schedule for the JCNB and Employment Relations sub-group.

AoB: Action carried over for MP to contact the new Student Union President.

Action for MP.

3 Professional Services Annual Planning Round

MP outlined the process and meetings held so far:

UET and HR called a meeting with the three unions on 15 March for what was termed a “heads-up” notification of the upcoming redundancies consultation following proposed budget cuts to Professional Services. At this meeting it was announced the intention to split the cuts to Professional Services into two phases. Simon Cain presented a brief document outlining:

- The context for the cuts
- The process that each Service had followed in proposing cuts
- What savings were required from each Service along with a brief summary of each Service's proposals
- Timeline of implementation
- Statement of principles for redundancy and voluntary severance.

The unions strongly argued that the timeline was unsatisfactory since it was proposed that PSDs would meet with their staff before Easter for "heads-up" meetings. The unions questioned the purpose of these meetings and why the established pattern for redundancy consultations was not being followed. The timeline would not allow at risk staff time to register interest in other positions around the university and there would be uncertainty created in the gap between "heads-up" meetings and the start of formal consultation.

At a follow-up meeting on 23 March Simon Cain presented a further paper in which HR and UET proposed some changes to their timeline. An overall 60-day consultation period was proposed with two separate 30-day consultations running concurrently for each of the two phases. The unions outlined the required meetings for each part of the consultation as below. This structure was agreed.

For each Professional Service:

- An initial meeting between the unions and the PSD for the PSD to present their proposals
- A meeting between the unions and the Service staff to get feedback on the proposals
- A follow-up meeting between the PSD and the unions to discuss staff views on the proposals in more detail
- Individual consultation meetings for individuals at risk

Overall:

- Further meetings of the unions and HR/UET to discuss overarching issues

At a further meeting on 4 April Peter Brooks distributed the consultation papers for Phase 1 (Library, IS, LEaD and Finance) and announced the intention to commence the consultation period on that day. The unions argued that it was impracticable to start all the consultations on the same day and that they should commence on the day of the meeting between the unions and the PSD for each Service. Mary Luckiram agreed this staggered approach as the best way forward. Peter Brooks was asked to draw up a schedule of meetings which the union reps would do their best to attend.

KS noted that several of the consultation papers written by the PSDs were critical of the requirements and the negative effects they would have on their services. Additionally some of the consultation papers were lacking detail and inconsistent with each other. Relevant job descriptions were missing, what would happen to the work done by holders of disestablished posts was not explained.

LC asked what the committee could do to help officers working on the consultation. There are many meetings to be arranged so if committee members could make themselves available to attend staff meetings it would help the branch officers.

An all staff meeting was required.

Action: MP to co-ordinate with other unions.

4 Research and Enterprise Office restructure

KS noted that the Research and Enterprise Office restructure was due to commence the following day, 6 April. As of yet there were no proper consultation papers and no meeting was scheduled between the staff and the unions.

The three unions had met with HR and the director of Research and Enterprise on 15 March at which the director announced she intended to start the consultation process that day. The unions protested that the consultation could not start without proper papers and without due regard to the other Professional Services budget cuts consultations about to commence.

5 New Union Office

The new office was due to open this week, located in B408 next to the Northampton Suite.

6 Maternity and staff parental issues

RL thanked committee members for the feedback that had been collected on parental issues experienced by staff. Recent work on the redundancy consultations had overtaken this initiative but she was due to meet with the rest of the Athena SWAN committee this week.

LC offered to put RL in touch with a member at Cass.

Action for LC.

7 Pay claim and campaign

MP gave a summary of the UCU and other trade unions' pay claim for 2016-17 and the offer made by the employers in the first round of negotiation talks. The employers had offered a 1% increase as opposed to the unions' 5% claim and had not agreed to commit to closing the gender pay gap, ending zero-hours contracts, implementing pay scales for external examiners, and had refused to set up a Scottish sub-committee of JNCHEs.

The branch has been asked by UCU to send details of exam timetables to help with co-ordination of possible industrial action dates.

Action: MP and KS to confirm and send.

MP noted in the current situation the branch would have to be careful how we communicated with members on this topic, even though the details of the pay claim were relevant in the current climate.

8 UCU Congress 2016

RL was to attend.

MC confirmed he could attend as a delegate for the LGBT Standing Committee.

CF and LC were both interested in attending and would decide who of them would be the branch's second delegate.

Action: RL and either CF or LC to register by 29th April.

9 AGM 2016

The branch committee had been asked to reserve the date of Tuesday 7th June for the AGM and this was convenient for nearly all on the committee. The committee agreed to host the event in the Northampton Suite with a function on-site afterwards and an informal drink locally after that.

Robert McPeake had again agreed to be the branch's returning officer for the branch committee elections.

Action: MP to prepare a voting procedure in case secret balloting is required/requested.

10 Any other business

CF noted student nurses were due to demonstrate again tomorrow (6 April) and had requested that supporters join them in the Northampton Square bandstand at 10am to march to Barts hospital.

KS noted the Research and Enterprise meeting was due to take place tomorrow, as well as a further meeting with Lawrence Solkin, interim Dean of SASS, regarding HPVLs in Journalism.

MP gave an update on the JCNB sub-group's meeting with the Head of Careers, Gemma Kenyon, yesterday. Gemma gave a summary of her time at City so far and City's decision to join the University of London Careers Group as an associate member until July 2016 as a trial period. At the end of this period she would be writing a paper for ExCo with a recommendation. This would include consideration of staff's views. At present she could not see any disadvantages to membership. The unions noted this was a change in the position taken by Richard Verrall previously who could not see any advantages to joining the Careers Group. If the decision was taken to join, the Head of Careers post would become a direct employee of the University of London and existing Careers Consultants could decide individually whether to move or stay employees of City. Future postholders would be employees of the University of London. Other staff in CSDO would not be affected. This included Unitemps as the University of London's temping agency did not overlap with Unitemps functions.

LC gave an update from Cass with the news that an external consultant had been employed to review postgraduate Careers support at Cass.

MC announced he was standing for the UCU LGBT Standing Committee and elections closed on 22 April.