

THE UNIVERSITY OF READING

STAFFING COMMITTEE

21/01 A meeting of the Staffing Committee was held on Tuesday 9 February 2021 at 2.00 pm via Microsoft Teams

Present:

Dr R J Messer (Chair)
Professor A Bell
Professor D C Berry
Mr J J Brady
Professor C Harty
Mrs S Hayward
Dr K Henderson
Mr S Hunt
Miss R Osborne
Professor H Parish
Mrs C Rolstone
Mrs S Thornton

Mr A J Twyford (Secretary)

Apologies were received from Professor Kennedy, Dr A Laville, and Mrs J Rowe

The University Secretary welcomed Professor Parish and Miss Osborne to their first Committee.

21/02 Membership, Terms of Reference and Disclosure of Interests

The Committee received a copy of its membership and Terms of Reference and a copy of a memorandum from the University Secretary in respect of

She described the key drivers for the purchase of UoRLearn including the need to modernise the learning & development model, the improvements to the delivery of learning events (complementing classroom based delivery with online delivery), enabling more devolved learning opportunities and

- iv. The Committee speculated on the future delivery of learning and development offerings and the balance between classroom based training and online training as things start to return to normal. The Committee also discussed the continued need to make colleagues aware of what UoRLearn can offer, and the best ways to promote this important system.

The Director of Human Resources noted that HR continued to carry the full cost of UoRLearn licences despite the platform being used in some quarters for delivery of specific non-HR learning and development activity, and hoped a fairer distribution of such costs could be arrived at in due course.

21/04 The minutes of the meeting held on 17 June 2020 were approved

Arising from the minutes:

Minute 20/13: Staff Wellbeing

The Committee noted that the UEB approved funding for mental health awareness sessions for the UEB, the Leadership Group and for line managers. Dates to run four half day workshops for line managers have been organised for late February / March with 64 places available. These workshops will be delivered by Mental Health First Aid (MHFA).

People Development will then organise one day workshops for the UEB and the Leadership Group to be delivered in-house by Mrs Dawn Grout, OH Manager.

The University Secretary informed the Committee that the Council have asked about staff wellbeing and are interested to know what the University is doing.

The Committee discussed the possibility of running a further staff survey to include questions in relation to staff wellbeing. The Assistant Director of Human Resources (People and Talent) explained that the University was exploring the merits of running a further survey and will be discussing this with Capita, the external provider that ran the most recent survey's on behalf of the University. The Committee agreed that the timing of running another survey was critical, and acknowledged that the current pandemic made this even more difficult to gauge.

Minute 20/14: Visa fees

The Committee noted that the UEB approved the recommendation to allow Schools discretion to pay visa costs on behalf of employees where grant funding is available. The Assistant Director of Human Resources (Advisory Services) informed the Committee that to date there have been no claims under the Visa Expenses policy.

The working group comprised University representatives, UCU and Staff Forum representatives.

The intention was for the working group to report joint recommendations via the Joint University and UCU Committee and the Staff Forum in the first instance, with proposals to the UEB no later than the end of the 2020 - 21 academic year.

He confirmed that the Staffing Committee would play an important role in testing the working group's recommendations, and hoped that something would be brought to this Committee in time for the summer meeting.

The Committee noted the tight timeframe for bringing recommendations to the UEB, and commented that there was a risk that the focus of the discussion on workload would be centred around the pandemic and associated challenges, for example as a result of the increase in online teaching. The Director of Human Resources expressed his hope that the discussion would take a broader perspective and avoid too narrow a focus.

It was requested that the working group acknowledges the distinction between workload and work allocation / outputs.

21/07 Pay and pensions update

Jobs workers