

UNIVERSITY OF CAMBRIDGE
COUNCIL AND GENERAL BOARD
HUMAN RESOURCES COMMITTEE

21 February 2013

There will be a meeting of the Human Resources Committee on
Thursday 21 February 2013 at 2.00 p.m. in the Old Schools Meeting Room

Starred (*) items will be treated as matters of straightforward business and, unless members make a specific request, will not normally be discussed at the meeting.
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AGENDA

Apologies have been received from Dr David Good.

1. Declarations of Interest

2 Minutes*

TO CONFIRM, at 21/02/13/HR285, the Minutes of the meeting held on 17 January 2013

3. Matters Arising

4. Proposal to expand nursery provision at the University

TO RECEIVE, at 21/02/13/HR286, a paper proposing expansion of the nursery provision provided by the University. TO SUPPORT the Staff Childcare Committee in preparing a bid for a third nursery.

5. Career Development – Implications from recent Staff Survey feedback

TO RECEIVE, at 21/02/13/HR287, a paper outline initiatives and activities that will enable the University to respond to the survey outcome. TO COMMENT and APPROVE the proposals put forward.

6. Capability Policy for unestablished and assistant staff

TO RECEIVE, at 21/02/13/HR288, a paper proposing a Capability Policy for unestablished and assistant staff. TO APPROVE the Capability Policy and Guidance, subject to final consultations with trade unions.

7. Disciplinary policy for unestablished and assistant staff

TO RECEIVE, at 21/02/13/HR289, a paper recommending minor changes to the current procedures and a fuller review of the disciplinary procedures to ensure compliance with the ACAS Code of Conduct on Discipline and Grievances at Work. TO APPROVE the minor amendments attached in Annexes A and B.

8. Research Grants and Retirement Policy

TO RECEIVE, at 21/02/13/HR290, a paper providing feedback following consultation with Schools and Departments on retirement grants and the EJRA, paper 17/01/13/HR274 refers. TO APPROVE the suggested way forward and to agree further work be undertaken prior to final approval of proposed changes in the Easter Term.

9. Pay and Reward Working Group update

TO RECEIVE, at 21/02/13/HR291, a draft paper - "A Joint Report of the Council and the General Board on amendments to the pay and grading scheme for non-clinical staff implemented following the Second Joint Report of 25th July 2005".

10. HR Director's Report

TO RECEIVE, at 21/02/13/HR292, a report from the Director of Human Resources.

11. HR Management Information

TO RECEIVE, at 21/02/13/HR293, data for all staff in Council and General Board Institutions.

12. Voluntary Research Agreements (reserved)

13. Dates of meeting of the HR Committee in 2013

Meetings of the Committee in 2013 will be held on the following Thursdays at 2pm in the Old Schools Meeting Room.

18 April 2013	OSMR
13 June 2013	OSMR