There will be a meeting of the Human Resources Committee on Thursday 10 June 2010 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.

1. Declarations of Interest

2. Minutes*

TO CONFIRM, at 10/06/10/HR66, the Minutes of the meeting held on 29 April 2010.

3. Matters Arising

4. Staff Survey – Pilot (Minute 1175/10 refers)

TO RECEIVE, at 10/06/10/HR67, a paper proposing a staff survey pilot and the staff survey questionnaire.

TO APPROVE the staff survey pilot proposals, including the use of the questionnaire.

5. Researcher Careers – Policy Paper

TO RECEIVE, at 10/06/10/HR68, a paper on the recent activities within the University to support Research Careers.

TO APPROVE the LERU Model Code of Practice be published on the HR Division website.


TO APPROVE, at 10/06/10/HR69, the University’s Annual Equality & Diversity Reports on compliance, activity and data.
7. Gender Equality Group

TO NOTE, at 10/06/10/HR70, a paper informing the Committee of the establishment of the Gender Equality Group and its Terms of Reference.

8. Dignity at Study

TO RECEIVE, at 10/06/10/HR71, a Dignity@Study guidance document for colleges and students with associated guidance on personal relationships at work and study.


TO APPROVE, at, 10/06/10/HR72, a paper on the detailed design of a revised Contribution Reward scheme.

10. Pay Settlement for Clinical Academic Staff – April 2010

TO REPORT that the Clinical Academic Staff Salaries Committee of the UCEA have translated the recommendations of the Doctors and Dentists Review Body into the salaries of clinical academic staff. The award, which is effective from 1 April 2010, provides an increase of 1% on the clinical lecturer scale, there is no change to the consultant scale.

A draft Notice is attached at 10/06/10/HR73.

11. (Reserved)

12. HR Director’s Report

TO RECEIVE, at 10/06/10/HR75, the HR Director’s report.

13. HR Management Information

TO RECEIVE, at 10/06/10/HR76, data for all staff in Council and General Board Institutions.

14. Extensions Beyond Retirement Age

TO CONSIDER, at 10/06/10/HR77, five applications from members of academic staff due to retire by September 2014.

Under the procedure the Human Resources Committee is required to scrutinise any application to ensure consistency of treatment, and that proper process has been followed before forwarding to the General Board for approval as the competent authority.
15. Voluntary Research Agreements

TO CONSIDER, at 10/06/10/HR78, 8 applications for Voluntary Research Agreements.

16. Any Other Business

- UCU recognition – The Director of Human Resources will update the Committee on discussions with the TUC and National Officers.
- North West Cambridge Project – Draft Green Paper is going to the June Council meeting and thereafter will be published in the Reporter. Roger Taylor will give an update at the next HR Committee.

17. Dates of meetings of the Committee in 2010/2011

Meetings of the Committee will take place on Thursdays at 2.00 p.m. The Committee is asked to approve that a further meeting be scheduled during November.

- 14 October 2010 Old Schools Meeting Room
- **11 November 2010** Treasurer’s Room (additional meeting)
- 09 December 2010 Old Schools Meeting Room
- 10 February 2011 Old Schools Meeting Room
- 24 March 2011 Old Schools Meeting Room
- 12 May 2011 Syndicate Room
- 16 June 2011 Old Schools Meeting Room