

UNIVERSITY OF CAMBRIDGE
COUNCIL AND GENERAL BOARD
HUMAN RESOURCES COMMITTEE

10 March 2016

There will be a meeting of the Human Resources Committee on
Thursday 10 March 2016 at 2 p.m. in the Council Room, The Old Schools

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. If you wish to unstar a specific agenda item, please advise the Secretary at least 24 hours in advance.

AGENDA

Apologies have been received from the Registry.

TO WELCOME Professor John Rink, Faculty of Music, and Professor James Wood, Department of Veterinary Medicine, (class b) to their first meeting of the Committee.

TO NOTE, that the Council, on the recommendation of the General Board, have agreed to reappoint Mrs Anne Jarvis as a member of the Human Resources Committee, to serve for a further four years from 1 January 2016.

1. Declarations of Interest

2. Minutes

TO CONFIRM, at 10/03/16/HR464, the Minutes of the meeting held on 21 January 2016.

3. Matters Arising

SECTION A - PEOPLE STRATEGY

4. Strategic Work Streams

TO RECEIVE, at 10/03/16/HR465, a reporting template to inform Committee members of progress on the work streams at each Committee meeting.

TO RECEIVE a verbal progress report on the following strategic work streams:

- Academic Career Paths
- Recruitment, Appointment Committees and Boards of Electors
- Market Pay

TO RECEIVE, at 10/03/16/HR466, a paper proposing an improved induction plan for new members of staff.

TO RECEIVE, at 10/03/16/HR467, (to be tabled), a report on the revised webpages providing information and guidance for new staff relocating to Cambridge.

New Strategic Work Streams

TO RECEIVE, at 10/03/16/HR468, a paper, entitled Health and Wellbeing, proposing a comprehensive and holistic approach to health and wellbeing for staff across the University.

TO RECEIVE, at 10/03/16/HR469 and 10/03/16/HR470, proposed terms of reference and a discussion paper entitled Professional Career Pathways, proposing a review of career development opportunities for non-academic staff.

SECTION B – POLICY & OPERATIONAL BUSINESS

5. Report from the Employer Justified Retirement Age (EJRA) Working Group (Min 1687/15 refers)

TO RECEIVE, a verbal update following a meeting of the Working Group on 9 March.

6. Equality & Diversity Information Report

TO RECEIVE, at 10/03/16/HR471, a report which provides up to date equality information on staff and students.

7. Pensions Working Group

TO RECEIVE, at 10/03/16/HR472 and HR472A, two papers for discussion. The papers outline options for a potential review of broader benefit provision for University staff.

8. Apprenticeships – Pilot Report

TO RECEIVE, at 10/03/16/HR473, a paper seeking approval to run a pilot programme to recruit technical apprentices to allow for succession planning in the University's technical workforce.

9. UKVI Premium Customer Service

TO RECEIVE, at 10/03/16/HR474, a paper providing information on the usage and benefits of the Premium Customer Service account purchased in 2014.

TO APPROVE renewal of the University's account for a further 12 months.

10. Holiday Pay – Part Time Workers

TO RECEIVE at 10/03/16/HR475, a paper bringing forward proposals to change the current practice relating to the calculation of Public Holidays for part-time academic-related staff.

11. Market Pay Update (Minute 1690/15 refers)

TO RECEIVE, at 10/03/16/HR476, data on recently approved market pay applications. This is a standing item on the agenda.

12. Voluntary Research Agreements (RESERVED)

* Full documentation for this application is available from the Secretary to the Committee on request.

13. Other Operational Matters

The Deputy Director of Human Resources will report.

14. Any other business

15. Proposed dates for HR Committee Meetings 2016/2017

The following dates are proposed for meetings of the HR Committee 2016/2017, Thursdays at 2pm.

Thursday 13 October 2016	Thursday 2 March 2017
Thursday 8 December 2016	Thursday 13 April 2017
Thursday 26 January 2017	Thursday 15 June 2017

16. Dates of meetings of the HR Committee 2016

Meetings of the HR Committee take place on Thursdays at 2pm in the Old Schools.

Thursday 28 April 2016	Syndicate Room
Thursday 9 June 2016	Syndicate Room

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