Summary notes from informal consultation meeting between the University and the Trades Unions

11.11.2021

**Present:**

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| Julian Duxfield, Director of Human Resources  Ruth Kinahan, Policy Manager  Jessica Oldershaw, Reward and Policy Officer  Les Wright, Director of Occupational Health and Safety | David Chivall, President, UCU  Aris Katzourakis, Co-Vice-President, UCU  Peter Belk, Branch Chair, Unite  Rod Bowes, Branch Chair, Unison |
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Apologies:

The meeting had the following agenda:

1. Notes of the last meeting

2. Matters arising

3. DSE home working assessment tool and guidance

4. NWW and homeworking

5. AOB

1. Notes of the last meeting

There were no comments on the previous notes.

1. Matters arising

* Jess to circulate furlough scheme report with notes of the meeting
* Ruth to share with Peter number of staff classed as Technicians in People XD

1. DSE home working assessment tool and guidance

* Jess to circulate agreed Wellbeing report ahead of the next meeting
* Jess to invite Les to next meeting for further discussion of Wellbeing

1. NWW and homeworking

* Les to start process to review DSE homeworking guidelines by setting up working group, including TU reps, through CCHS, remind Les to raise at SHEMSC

1. AOB

* Les to pass on concerns raised by UCU about insufficient ventilation in St Cross lecture theatre
* Julian to pick up lessons learned from POD reorg outside meeting
* Jess to add workloads for staff on joint contracts to agenda for additional meeting with UCU

**Date of next meeting**

The next meeting will take place on Wednesday 24 November from 11.45– 12.40.