

6037

HERA

- Concerns were brought to the MC by the UNISON Reps regarding the withdrawal of HERA support from the University, stating they were not informed of the situation.
- An update report on the status of HERA was provided for the MCM by the Head of HR. The report stated that notification was received from the University in October 2012 that they were withdrawing this service. DB negotiated a transitional plan with the Director of HR from the UEA, including training for UUEAS staff.
- Following negotiations with ECC, three options were presented to the MC for consideration. Option 1 is to purchase full membership at a cost of £5,686 p.a. Option 2 is for organisations with a maximum of 40 staff so not applicable. Option 3 is to introduce a consultancy service with an initial cost of £1,500 and then £900 per day.
- Following discussions by the MC it was agreed to proceed with Option 1. DB to discuss with Brian Summers if the fee of £5,686 p.a. for membership can be covered by the University. Upon finalisation of arrangements, staff to be notified.
- Following discussions at Council on "Fair Pay Campus" the MC discussed the differentials between the spine points on salary bands for the Union and University. The Chair to seek clarification from the Head of HR regarding these differences.
- The student staff rate and holiday allowance was discussed and the Officers agreed to establish whether student staff would favour a higher hourly rate or holiday pay.

6038

CLOSED MINUTES

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NUS Conference

- JL requested permission to attend the NUS National Conference in April, as an observer.
- The MC agreed in principle, subject to costs. JL to ascertain costs involved and how many observers can attend. To be discussed further at next meeting.

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Career Progression

- MM raised the subject of career progression for staff within the Union. He stated he felt it was an area that needed discussion as to how the Union can develop staff. It was agreed more time was needed for an in-depth discussion on this topic and this would be placed on the agenda for the next meeting.
- DB advised that career progression would also be linked in with staff appraisals and training.

6041 Proposal from Richard Laverick

- A proposal was submitted from Richard Laverick to introduce gender neutral toilets in Union House. The proposal highlighted three stages of the plan and the request from RL was for consideration to convert the female toilets between the Student Officer centre and Finance office to campaign storage and for the male toilets to be converted to larger gender neutral toilets. The estimated costs for these works would be circa £8K.
- The MC supported the proposal for gender neutral toilets, but highlighted that the cost of £8K had not been budgeted. It was agreed to factor this cost into next year's budget. Staff will be notified when the gender neutral toilets are to be introduced.
- DB confirmed that he had recently met with Roger Bond and was asked to undertake a feasibility study for Union House, with a view to possible major investment into Union House in the near future.

6042 Music in the Hive

- A complaint was received by a staff member working in the Hive in respect of Live Wire. It was noted that when Live Wire is aired in the Hive, customers do not stay very long. The MC agreed that if customers were not feeling encouraged to stay and listen to Live Wire, then changes would need to be made.
- It was suggested to introduce play lists and adverts and also offer individuals the chance to put their own play list together to air. It was agreed to discuss how best to implement this with Elliot Fallows.

6043 AOB

- MM requested permission to commence approximately 11:00am on 29th January and to have Thursday morning 31st January off as annual leave. The MC agreed this request.

UUEAS Sustainable Seafood Policy

- The above policy was passed at Union Council and it was confirmed that all fish stock in Union outlets will be removed if they do not comply with the Union's Sustainable Seafood Policy.

Staff Associate Membership

- A motion was passed at Union Council on 24th January to make all Union staff associate members of the Union for the duration of their employment.
- Automatic honorary life membership of the Union will be granted to all employees who leave the Union, after having served minimum of one year of service.
- An emergency motion concerning a recent incident in the Hive involving Grant Thornton was brought to and rejected by Union Council. It was requested that the MC investigate whether there was any breach of confidentiality. JB to pursue.

- DB advised that he had recently met with Graham Roberts from Santander, who have expressed a wish to have a presence within Union premises. It was agreed for DB and the Officers to meet with Graham Roberts and discuss further.
- DB confirmed that the Chief Executive Report and the Report from the Finance Review Committee were still to be added to the Trustee Board pack.
- It was agreed for JL to chair the meeting on 11th February, in the absence of JB.

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Date of next meeting

- Monday 11th February 2013
Commencing after MMM
Boardroom, Union House